



Web Enabled Safety System



WESS

**Module
SA**

**Safety
Authority**

**Definition &
Responsibilities**



WESS – Account Management

- All WESS users, including those simply reviewing or viewing reports, must hold a WESS account.
- WESS was designed to accommodate a wide variety of users, each with their own mishap report processing responsibilities and procedures. WESS is flexible in that it allows each command or chain of command determine the procedures that are implemented within its area of responsibility.
- To allow maximum flexibility in how a command or activity manages their use of the WESS system, each command or activity will designate their own WESS account **Safety Authority**.
- The Safety Authority is the command's overall manager of the WESS accounts for the command, any subordinate commands, and/or WESS users within the organization.







The responsibilities of the Safety Authority are outlined in the following slides.



What is a Safety Authority?

The Safety Authority (SA) is a WESS User (Account Holder) with the command-designated authority to Establish and Manage WESS Accounts for other Users within a single Command/Activity or a group of Commands/Activities.

The Safety Authority:

-  Approves requests for WESS Access for their personnel.
-  May be a Collateral-duty or Full-time Safety Officer, XO, Safety Supervisor, Base, Regional or Echelon 2, 3 OR 4 Safety Manager, or other authority designated by the command.
-  Will Electronically Receive All Requests for WESS Accounts from within their Command/Activity/AOR.
-  Recommends Approval/Disapproval of Account Requests
-  If approved, Indicates what Type of Information Access They are granting for the WESS User.
-  May Grant Access for Community of Interest (COI) Notifications and Endorsements, and May Suspend Accounts Under their Authority.





WESS



Within WESS, there is context-sensitive Help available on each screen.

- ✓ If additional assistance is desired, submit a WESS Help Form at:
<http://safetycenter.navy.mil/wess/helpform.htm>,
- ✓ Submit an online Feedback Report from the WESS Main Menu, or
- ✓ Contact the WESS Help Desk at:
Coml: 757-444-3520 ext 7048; DSN: 564-3520, ext 7048



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